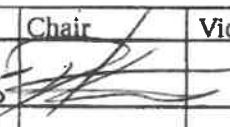


copy

Organized Hamlet of Pelican Cove/RM of Leask					
Policy Name	CAPITAL WORKS & CAPITAL PROJECT PLANNING POLICY				
	Motion No.	Date	Chair	Vice-Chair	Secretary
Adopted	09/25	Feb 14/25			H. Budget
Amended					

To provide a guideline for capital works and project planning

Procedures:

- a) The Hamlet Board shall prepare and adopt a Capital Works and project plan for a period of not less than five (5) years including the current year showing the estimated capital cost of and the proposed sources of financing for each capital work for each year of the plan.
- b) If a capital works plan mentioned in section (a) is approved by the municipality, the amount of expenditures mentioned in the plan must be available from the hamlet account. Sections 34.2(3) 34.2(4) Municipalities Act, Saskatchewan.
- c) Upon RM approval, the OH Board shall make arrangements to purchase the approved capital purchase.
 - 1. Contract is to be in the name RM of Leask#464/OHPC.
 - 2. The contract is to be emailed to the RM Administrator for required signatures.
 - 3. The RM Administrator is to provide the vendor and hamlet board a copy of the signed contract.
 - 4. Upon receipt of the signed contract the hamlet board shall make arrangements for pick-up and/or delivery.
 - 5. Product information is to be recorded and submitted to the RM for insurance purposes and catalogue.
- d) Purchases of buildings and/or structures shall be specifically budgeted and included on the hamlet annual budget for Council approval.